



KVOA COMMUNICATIONS, INC.
P.O. Box 5188, Tucson, Arizona 85703-0188
Studios at 209 W. Elm, 85705-6538
Tel: 520.792.2270 Fax: 520.620.1309

www.kvoa.com

34

For Internal Station Use
This Form Should Be Used to Create a Job Vacancy Folder
For Each Vacancy at the Station(s)
Use This Information In Completing Appendices 1 and 2 of the EEO Public File Report

NEW JOB VACANCY

Part A

I. General Information

- Job Title: PT Audio/Studio Prod. Asst.
- Station: KVOA
- Date Position Opened: 1-24-12
- Date Position Filled: 2-13-12
- Documentation of Dissemination of Notice: Has Part B of this form detailing recruitment efforts undertaken been complete and dated copies of all advertisements, bulletins, letters, faxes, emails or other communications announcing this vacancy attached hereto?

Yes []

No []

II. Interviews

- List of people interviewed for this position:

Name	Date	Recruitment Source
<u>LOUIS PEREIRA</u>	<u>2/2/12</u>	<u>ACT INSTITUTE - KVOA.com</u>
<u>JACQUELINE BROWN</u>	<u>12/21/12</u>	<u>KVOA WEBSITE</u>
<u>JOE GAUCI</u>	<u>2/3/12</u>	<u>KVOA WEBSITE</u>
<u>RON TRUJILLO</u>	<u>2/2/12</u>	<u>" "</u>
<u>JOHN NELSON</u>	<u>2/2/12</u>	<u>" "</u>

2. Total number of people interviewed for this position: _____

5

3. Total number of applicants for this job: _____

58

III. Hiree

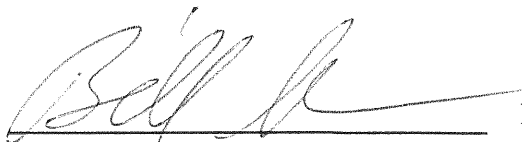
Person ultimately hired for this position:

Name: LOUIS PEREIRA

Recruitment Source: ART INSTITUTE

Approval:

General Manager:



Date:

2/13/12



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Part B Recruitment Sources Utilized

1. Was a copy of the job notice for this vacancy posted in a place where employees would easily see it at the station(s) and at other stations in the group?

Yes ☒ No ☐

Date posted: 1/11/12
Attach a copy of notice posted.

2. Was a copy of the job notice for this vacancy sent to any third party for distribution to its list of referral organizations (i.e. state broadcasters association)?

Yes ☒ No ☐

Name of Third Party: _____
Date Sent: 1/11/12
Attach proof of sending to third party.
Attach copy of third party's proof of distribution.

3. Was a copy of the job notice for this vacancy sent to all the organizations on the station's list of organizations entitled to receive copies of such notices (Form B-2)?

Yes ☒ No ☐

Date Sent: 1/11/12
Attach a copy of the current list of such organizations.
Attach proof of sending to such organizations.

4. Was a copy of the job notice for this vacancy sent to any additional organizations or advertised in any additional media outlets?

Yes ☒ No ☐

Complete the following information for each additional source utilized for advertising the vacancy. Attach copies of newspaper advertisements and scripts of radio/television advertisements. Attach proof of publication.

a) Name of Source:

Contact Person:

Address:

Telephone:

Fax:

Email:

How was notification given to this source?

b) Name of Source:

Contact Person:

Address:

Telephone:

Fax:

Email:

How was notification given to this source?

c) Name of Source:

Contact Person:

Address:

Telephone:

Fax:

Email:

How was notification given to this source?

d) Name of Source:

Contact Person:

Address:

Telephone:

Fax:

Email:

How was notification given to this source?

e) Name of Source:

Contact Person:

Address:

Telephone:

Fax:

Email:

How was notification given to this source?

f) Name of Source:

Contact Person:

Address:

Telephone:

Fax:

Email:

How was notification given to this source?

g) Name of Source:

Contact Person:

Address:

Telephone:

Fax:

Email:

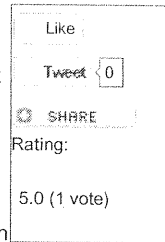
How was notification given to this source?

Part-Time Audio/Studio Production Assistant

Posted: Jan 10, 2012 2:52 PM

Updated: Jan 10, 2012 2:52 PM

KVOA Communications Inc. is looking for a hard working, talented, energetic person to join our production department. Candidate must be a team player and work well with others. Responsibilities include but are not limited to operating studio cameras, floor directing, studio lighting, operating audio board, pre-production for newscasts, character generator and the overall maintenance of the studio. Candidate must be available to work a variety of different shifts (early mornings, days, weekends, night, and splits). Candidate must also be able to lift at least 25 lbs. Ideal position for a Media Arts Student.



Please send resume and references to:

KVOA COMMUNICATIONS INC.

DAVE KERRIGAN

PO Box 5188

Tucson AZ 85703

Dkerrigan@KVOA.com

520-792-2270

KVOA IS A EQUAL OPPORTUNITY EMPLOYER

PRE-EMPLOYMENT DRUG TESTING IS REQUIRED

MOTOR VEHICLE RECORD REQUIRED

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[Home](#)

Position Openings **P.T. Audio/Studio Production Assistant** has been created.

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P.T. Audio/Studio Production Assistant

KVOA Communications Inc. is looking for a hard working, talented, energetic person to join our production department. Candidate must be a team player and work well with others. Responsibilities include but are not limited to operating studio cameras, floor directing, studio lighting, operating audio board, pre-production for newscasts, character generator and the overall maintenance of the studio. Candidate must be available to work a variety of different shifts (early mornings, days, weekends, night, and splits). Candidate must also be able to lift at least 25 lbs. Ideal position for a Media Arts Student.

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To apply, send resume, cover letter and contact information to:

Dave

Kerrigan

[KVOA.com](mailto:Dkerrigan@KVOA.com)

, AL

Phone:

Fax:

Email contact form

• **Locations:** AZ-Tucson

• **Departments:** Production - television

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LATEST FROM CORDILLERA NEWSROOMS

- **Upcoming City Road Work - January 10**
KZTV10.com - 1 hour 8 min ago
- **Bronco QB Tebow to visit Kalispell**
KPAX.com - 1 hour 8 min ago
- **Southern Rep looking for a new home**
KATC.com - 1 hour 9 min ago
- **Wild Swings Expected In Our Temperatures..**
KZTV10.com - 1 hour 9 min ago
- **Study: Miss. River channel woes huge for economy**
KATC.com - 1 hour 9 min ago
- **Council approves University of Colorado Hospital bid to manage Memorial**
KOAA.com - 1 hour 9 min ago
- **Teen Testifies She Was Given Meth, Alcohol Before Sexaul Assaults**
KZTV10.com - 1 hour 9 min ago

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careerpage.org

To apply: Please send resume and references to: KVOA

COMMUNICATIONS INC. DAVE
KERRIGAN PO Box 5188 Tucson AZ
85703 Dkerrigan@KVOA.com 520-
792-2270 KVOA IS A EQUAL
OPPORTUNITY EMPLOYER PRE-
EMPLOYMENT DRUG TESTING IS
REQUIRED MOTOR VEHICLE
RECORD REQUIRED

Contact: Dave Kerrigan by 2012-
02-10

Tucson, AZ 85705

P.T. Audio/Studio Production Assistant

Posted: 2012-01-10
Tucson, AZ

Description: KVOA Communications Inc. is looking for a hard working, talented, energetic person to join our production department.

Responsibilities:

Requirements: Candidate must be a team player and work well with others. Candidate must be available to work a variety of different shifts (early mornings, days, weekends, night, and splits). Candidate must also be able to lift at least 25 lbs. Ideal position for a Media Arts Student.

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National Alliance of State Broadcasters Associations

CAREER

JOBS

P.T. Audio/Studio Production Assistant

11 JANUARY 2012

Type: News

Organization: KVOA-TV (*ABA MEMBER)

Location: Tucson, Arizona

Description: KVOA Communications Inc. is looking for a hard working, talented, energetic person to join our production department. Candidate must be a team player and work well with others. Responsibilities include but are not limited to operating studio cameras, floor directing, studio lighting, operating audio board, pre-production for newscasts, character generator and the overall maintenance of the studio. Candidate must be available to work a variety of different shifts (early mornings, days, weekends, night, and splits). Candidate must also be able to lift at least 25 lbs. Ideal position for a Media Arts Student.

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Posted In: CAREER : JOBS : NEWS



Broadcast Employment Services

KVOA (NBC) Tucson, Arizona

Position	P.T. Audio/Studio Production Assistant
Station Ownership	Cordillera
Station Slogan	"News 4 Tucson"
Reference #	<i>Will be re-assigned ...</i>
Type	Television
Full / Part	Part Time - Regular
Experience	0
Posted	1/11/2012
Closes	2/11/2012
Time Left	31 Days
DMA	#70
Found In	Production - Production Assistants

**P.T. Audio/Studio Production Assistant**

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 PO Box 5188
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 Dkerrigan@KVOA.com
 520-792-2270

**Supplemental Information**

Salary Type	Hourly
Salary Range	
Starting Salary / Year	
Starting Salary / Hour	
Job Type	Part Time - Regular
Hours	
Workweek	
Scheduled on Holidays	If Scheduled
Start Date	
Probation Period	
Benefits	No
Benefit Premium	
401K Plan	Available
Vacation	Yes
Paid Sick Leave	No
Phone Calls	
Agent Phone Calls	No Phone Calls Please
Résumé	Required
Cover Letter	
References	Required
Salary History	
Tape / Reel	
Tape Format	
Tape Return	
Director's Track	
FAX Résumé	Yes - (520) 884-4639
TVJobs.com E-Résumé	Yes
Degree Required	No
Contract Required	No
Contract Length	

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When responding to this job ad, please
mention you saw it listed at TVJobs.com

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 **Send Resume**

Annual E-Résumé subscription
or DigitalTalent résumé required.

[[View other KVOA job listings](#)]

Special Requirements

Driver's License

Insurance

Good Driving Record

Preferred

Heavy Lifting

Required

Previous Applicants

Please Reapply

Local Apartment Rental

Moving Expenses

Negotiable

Union Position

No

Union Contract Expires

Confirmation Letter

Rejection Letter

No

Feedback

No

Drug Screen

Yes

Proof of Eligibility to work in
U.S. Required

Yes

Equal Opportunity
Employment

Yes

EOE Data Form

Yes

Wildcat JobLink

P.T. Audio/Studio Production Assistant

KVOA Communications

Important Dates

Posted On:
Jan 11, 2012Applications Accepted Until:
Feb 11, 2012

Posted: Jan 11, 2012

DIVISION N/A

POSITION TYPE Part Time, Regular

SALARY LEVEL Open 

DESCRIPTION

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Ideal position for a Media Arts Student.

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LOCATION

City

Tucson

State/Province

Arizona

Country

United States

JOB FUNCTION

Communications Related

CONTACT INFORMATION

Mrs. Gabriella Trejo

209 W. Elm

Tucson, Arizona 85705

United States

gtrejo@kvoa.com

520-792-2270-107

NACElink

CAREER SERVICES MANAGER

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Recruitment Sources-Sister Stations

KXLF
1003 S Montana
Butte MO 59701

Pat Cooney
General Manager
FAX: 406-782-8906 ✓
Tel: 406-496-8400

KRTV
Hwy 87 PO Box 2989
Great Falls MO 59404

Jon Saunders
General Manager
FAX: 406-791-5479 ✓
Tel: 406-453-2431

KPAX
PO Box 4827
Missoula MO 59801

Bob Hermes
General Manager
FAX: 406-543-7111 ✓
Tel: 406-543-7106

KTVQ
Box 2557
Billings MO 59103

Monty Wallis
General Manager
FAX: 406-252-9938 ✓
Tel: 406-252-5611

KOAA
2200 7TH Ave
Pueblo CO 81003

Evie Hudson
Business Manager
FAX: 719-295-6685 ✓
Tel: 719-544-5781

KATC
PO Box 63333
Lafayette LA 70506

Kathy Schexnayder
Business Manager
FAX: 337-235-9363 ✓
Tel: 337-235-3333

KRIS
409 Staples St
Corpus Christi TX 78401

Alice Galindo
Business Manager
FAX: 361-885-3773 ✓
Tel: 361-886-6100

WLEX
PO Box 1457
Lexington KY 40591

Sandy Byron
Business Manager
FAX: 859-254-1272 ✓
Tel: 859-226-7600

KSBY
1772 Calle Joaquin
San Luis Obispo CA 93405

Rebecca Paxton
Business Manager
FAX: 805-541-5142 ✓
Tel: 805-541-6666



KVOA COMMUNICATIONS INC.

Job Opening

**PART-TIME AUDIO/STUDIO
PRODUCTION ASSISTANT**

KVOA Communications Inc. is looking for a hard working, talented, energetic person to join our production department. Candidate must be a team player and work well with others. Responsibilities include but are not limited to operating studio cameras, floor directing, studio lighting, operating audio board, pre-production for newscasts, character generator and the overall maintenance of the studio. Candidate must be available to work a variety of different shifts (early mornings, days, weekends, night, and splits). Candidate must also be able to lift at least 25 lbs. Ideal position for a Media Arts Student.

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Tucson AZ 85703

Dkerrigan@KVOA.com

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Facsimile Transmittal Sheet

DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Pat Cooney	FROM:	Gabriella Trejo
FAX:	406-782-8906	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:	
Attached are job posting for :	P.T. Weekend Editor Morning Executive Producer P.T. Local Ad Network Specialist Interactive Sales Specialist Interactive Deals Salesperson Interactive Account Executive-Medical P.T. Audio/Studio Production Assistant National Sales Manager
Thank you, Gabriella Trejo Payroll Clerk	

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Date	Time	Type	Station ID	Duration Digital Fax	Pages	Result
Jan 10	1:41PM	Fax Sent	14067828906	3:20 N/A	9	OK

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DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Jon Saunders	FROM:	Gabriella Trejo
FAX:	406-791-5479	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:

Attached are job posting for :

**P.T. Weekend Editor
Morning Executive Producer
P.T. Local Ad Network Specialist
Interactive Sales Specialist
Interactive Deals Salesperson
Interactive Account Executive-Medical
P.T. Audio/Studio Production Assistant
National Sales Manager**

Thank you,
Gabriella Trejo
Payroll Clerk

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Jan 10	1:46PM	Fax Sent	14067915479	3:23 N/A	9	OK

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DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Bob Hermes	FROM:	Gabriella Trejo
FAX:	406-543-7111	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:
Attached are job posting for : P.T. Weekend Editor Morning Executive Producer P.T. Local Ad Network Specialist Interactive Sales Specialist Interactive Deals Salesperson Interactive Account Executive-Medical P.T. Audio/Studio Production Assistant National Sales Manager Thank you, Gabriella Trejo Payroll Clerk

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Jan 10	1:51PM	Fax Sent	14065437111	3:24 N/A	9	OK

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Facsimile Transmittal Sheet

DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Monty Wallis	FROM:	Gabriella Trejo
FAX:	406-252-9938	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:	
Attached are job posting for :	P.T. Weekend Editor Morning Executive Producer P.T. Local Ad Network Specialist Interactive Sales Specialist Interactive Deals Salesperson Interactive Account Executive-Medical P.T. Audio/Studio Production Assistant National Sales Manager
Thank you, Gabriella Trejo Payroll Clerk	

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Date	Time	Type	Station ID	Duration Digital Fax	Pages	Result
Jan 10	1:57PM	Fax Sent	14062529938	3:19 N/A	9	OK

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Facsimile Transmittal Sheet

DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Evie Hudson	FROM:	Gabriella Trejo
FAX:	719-295-6685	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

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Jan 10	2:02PM	Fax Sent	17192956685	4:38 N/A	9	OK

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DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Kathy Schexnayder	FROM:	Gabriella Trejo
FAX:	337-235-9363	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:	
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Jan 10	2:09PM	Fax Sent	13372359363	3:19 N/A	9	OK

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DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Alice Galindo	FROM:	Gabriella Trejo
FAX:	361-885-3773	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

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Attached are job posting for :	P.T. Weekend Editor Morning Executive Producer P.T. Local Ad Network Specialist Interactive Sales Specialist Interactive Deals Salesperson Interactive Account Executive-Medical P.T. Audio/Studio Production Assistant National Sales Manager
Thank you, Gabriella Trejo Payroll Clerk	

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Date	Time	Type	Station ID	Duration Digital Fax	Pages	Result
Jan 10	2:14PM	Fax Sent	13618853773	3:28 N/A	9	OK

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www.kvoa.com

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Facsimile Transmittal Sheet

DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Sandy Byron	FROM:	Gabriella Trejo
FAX:	859-254-1272	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:

Attached are job posting for :

**P.T. Weekend Editor
Morning Executive Producer
P.T. Local Ad Network Specialist
Interactive Sales Specialist
Interactive Deals Salesperson
Interactive Account Executive-Medical
P.T. Audio/Studio Production Assistant
National Sales Manager**

Thank you,
Gabriella Trejo
Payroll Clerk

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Last Transaction

Date	Time	Type	Station ID	Duration Digital Fax	Pages	Result
Jan 10	2:20PM	Fax Sent	18592541272	3:23 N/A	9	OK

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Facsimile Transmittal Sheet

DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Rebecca Paxton	FROM:	Gabriella Trejo
FAX:	805-541-5142	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:	
Attached are job posting for :	P.T. Weekend Editor Morning Executive Producer P.T. Local Ad Network Specialist Interactive Sales Specialist Interactive Deals Salesperson Interactive Account Executive-Medical P.T. Audio/Studio Production Assistant National Sales Manager
Thank you, Gabriella Trejo Payroll Clerk	

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Last Transaction

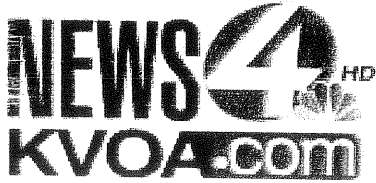
Date	Time	Type	Station ID	Duration Digital Fax	Pages	Result
Jan 10	2:25PM	Fax Sent	18055415142	4:03 N/A	9	OK

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Fax		
Dept of Economic Security 5441 E 22nd St Tucson AZ 85711	Olga Pinedo FAX: 584-9567 Tel: 584-8172	YES ✓
Gospel Rescue Mission 312 W 28th St Tucson, Az 85713	Jenny Coverdale FAX: 622-8585 Tel: 622-3495	YES ✓
Pima Community College 4905 C E Broadway Blvd Tucson Az 85711	Mary Holmes FAX: 206-4566 Tel: 206-4596	YES ✓
Pima County One Stop Career Center 340 North Commerce Park Loop Tucson Az 85745	Donna Baker FAX: 798-0599 Tel: 798-0500	YES ✓
ACAP Job Assistance Center-Dept of the Army United States Army Intelligence Fort Huachuca AZ 85613	Angela Baker FAX: 520-533-7059 Tel: 520-533-5764	YES ✓
Arizona Commission of Indian Affairs 1400 W. Washington, Ste 300 Phoenix, AZ 85007	Lone Wells FAX: 602-542-3223 Tel: 602-542-3123	YES ✓



KVOA COMMUNICATIONS INC.

Job Opening

**PART-TIME AUDIO/STUDIO
PRODUCTION ASSISTANT**

KVOA Communications Inc. is looking for a hard working, talented, energetic person to join our production department. Candidate must be a team player and work well with others. Responsibilities include but are not limited to operating studio cameras, floor directing, studio lighting, operating audio board, pre-production for newscasts, character generator and the overall maintenance of the studio. Candidate must be available to work a variety of different shifts (early mornings, days, weekends, night, and splits). Candidate must also be able to lift at least 25 lbs. Ideal position for a Media Arts Student.

Please send resume and references to:

KVOA COMMUNICATIONS INC.

DAVE KERRIGAN

PO Box 5188

Tucson AZ 85703

Dkerrigan@KVOA.com

520-792-2270

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MOTOR VEHICLE RECORD REQUIRED



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Facsimile Transmittal Sheet

DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Olga Pinedo	FROM:	Gabriella Trejo
FAX:	584-9567	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:	
Attached are job posting for :	P.T. Weekend Editor Morning Executive Producer P.T. Local Ad Network Specialist Interactive Sales Specialist Interactive Deals Salesperson Interactive Account Executive-Medical P.T. Audio/Studio Production Assistant National Sales Manager
Thank you, Gabriella Trejo Payroll Clerk	

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Last Transaction

Date	Time	Type	Station ID	Duration Digital Fax	Pages	Result
Jan 10	2:30PM	Fax Sent	5849567	3:15 N/A	9	OK

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Facsimile Transmittal Sheet

DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Jenny Coverdale	FROM:	Gabriella Trejo
FAX:	622-8585	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:	
Attached are job posting for :	P.T. Weekend Editor Morning Executive Producer P.T. Local Ad Network Specialist Interactive Sales Specialist Interactive Deals Salesperson Interactive Account Executive-Medical P.T. Audio/Studio Production Assistant National Sales Manager
Thank you, Gabriella Trejo Payroll Clerk	

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Last Transaction

Date	Time	Type	Station ID	Duration Digital Fax	Pages	Result
Jan 10	2:34PM	Fax Sent	6228585	3:25 N/A	9	OK

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Facsimile Transmittal Sheet

DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Mary Holmes	FROM:	Gabriella Trejo
FAX:	206-4566	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:	
Attached are job posting for :	P.T. Weekend Editor Morning Executive Producer P.T. Local Ad Network Specialist Interactive Sales Specialist Interactive Deals Salesperson Interactive Account Executive-Medical P.T. Audio/Studio Production Assistant National Sales Manager
Thank you, Gabriella Trejo Payroll Clerk	

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Last Transaction

Date	Time	Type	Station ID	Duration Digital Fax	Pages	Result
Jan 10	2:39PM	Fax Sent	2064566	3:17 N/A	9	OK

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Facsimile Transmittal Sheet

DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Donna Baker	FROM:	Gabriella Trejo
FAX:	798-0599	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:	
Attached are job posting for :	P.T. Weekend Editor Morning Executive Producer P.T. Local Ad Network Specialist Interactive Sales Specialist Interactive Deals Salesperson Interactive Account Executive-Medical P.T. Audio/Studio Production Assistant National Sales Manager
Thank you, Gabriella Trejo Payroll Clerk	

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Last Transaction

Date	Time	Type	Station ID	Duration Digital Fax	Pages	Result
Jan 10	2:43PM	Fax Sent	7980599	3:21 N/A	9	OK

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Facsimile Transmittal Sheet

DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Angela Baker	FROM:	Gabriella Trejo
FAX:	520-533-7059	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:	
Attached are job posting for :	P.T. Weekend Editor Morning Executive Producer P.T. Local Ad Network Specialist Interactive Sales Specialist Interactive Deals Salesperson Interactive Account Executive-Medical P.T. Audio/Studio Production Assistant National Sales Manager
Thank you, Gabriella Trejo Payroll Clerk	

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Date	Time	Type	Station ID	Duration Digital Fax	Pages	Result
Jan 10	2:48PM	Fax Sent	15205337059	3:17 N/A	9	OK

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Facsimile Transmittal Sheet

DATE:	January 10, 2012	PAGES:	9 pages including Coversheet
TO:	Lone Wells	FROM:	Gabriella Trejo
FAX:	602-542-3223	TEL:	
RE:		CC:	

PHONE:	520.884.4604	FAX:	520.884.4639
---------------	--------------	-------------	--------------

Sales/Traffic:	520.624.5983	News 4:	520.884.4644
Engineering:	520.628.7186	GM:	520.884.4600

REMARKS:	
Attached are job posting for :	P.T. Weekend Editor Morning Executive Producer P.T. Local Ad Network Specialist Interactive Sales Specialist Interactive Deals Salesperson Interactive Account Executive-Medical P.T. Audio/Studio Production Assistant National Sales Manager
Thank you, Gabriella Trejo Payroll Clerk	

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Last Transaction

Date	Time	Type	Station ID	Duration Digital Fax	Pages	Result
Jan 10	2:53PM	Fax Sent	16025423223	3:17 N/A	9	OK

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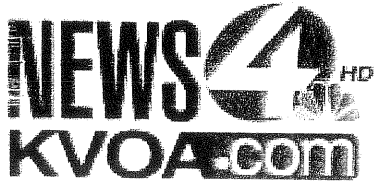
Recruitment Sources

CONTACT

ENTITLED TO
NOTIFICATION

E-Mail

Chicanos Por La Cause-Employment Specialist 200 N Stone Ave Tucson AZ 85701	Lola Benitez FAX : 884-9007 TEL: 882-0018 EXT#279 gracie.fierro@cplc.org	YES ✓
NAACP Tucson Branch 2160 N 6TH Ave Tucson AZ 85705	Clarence Boykins TEL: 622-8277 CLARENCE540@AOL.COM	YES ✓
Tucson Urban League 2305 S Park Ave Tucson AZ 85713	Donna Baker FAX: 623-9364 TEL: 791-9522 dbakerx@csd.pima.gov	YES ✓
Tucson Indian Center 705 N Main Ave Tucson AZ 85705	Benny M McCabe FAX: 884-0240 TEL: 884-7131 Benmcabe@hotmail.com	YES ✓
National Association of Hispanic Journalists 1000 National Press Bld 529 14st MW Washington DC 20045-2001	NAHJ Job Bank TEL: 202-662-7168 FAX: 202-662-7144 Jobbank@nahj.org	YES ✓
Family Support Center 3500 S.Craycroft Rd. Bldg.3210 Davis-Monthan AFB, AZ 85707	Regan Mendina-Pellow/USAF ACC TEL: 228-5690 FAX: 228-5622 Regan.Mendina-Pellow@dm.af.mil	YES ✓
Fred G Acosta Job Center 901 S Campbell Ave Tucson AZ 85719	Joe Romano TEL: 879-9234 romano.joe@jobcorps.org	YES ✓
National Urban League 120 Wall Street New York, NY 10005	S Harris TEL: 212-558-5300 Sharris@nul.org	YES ✓
Goodwill Industries of So Arizona Inc. 1940 E. Silverlake #403 Tucson AZ 85713	Lisa Larivee TEL: 520-623-5174 ext.117 llarivee@goodwill-tucson.org	YES ✓
ITT Technical Institute 1455 W. River Rd. Tucson, AZ 85704	Lisa Deery TEL: 520-408-7488 ldeery@itt-tech.edu	YES ✓
P.H.A.S.E / YWCA 525 N. Bonita Ave. Tucson Az 85745	Liz Rabago TEL: 884-7810 lrabago@ywcatuson.org	used to fax/ requested email YES ✓



KVOA COMMUNICATIONS INC.

Job Opening

**PART-TIME AUDIO/STUDIO
PRODUCTION ASSISTANT**

KVOA Communications Inc. is looking for a hard working, talented, energetic person to join our production department. Candidate must be a team player and work well with others. Responsibilities include but are not limited to operating studio cameras, floor directing, studio lighting, operating audio board, pre-production for newscasts, character generator and the overall maintenance of the studio. Candidate must be available to work a variety of different shifts (early mornings, days, weekends, night, and splits). Candidate must also be able to lift at least 25 lbs. Ideal position for a Media Arts Student.

Please send resume and references to:

KVOA COMMUNICATIONS INC.

DAVE KERRIGAN

PO Box 5188

Tucson AZ 85703

Dkerrigan@KVOA.com

520-792-2270

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MOTOR VEHICLE RECORD REQUIRED

Gabriella Trejo

From: Gabriella Trejo
Sent: Tuesday, January 10, 2012 1:56 PM
To: 'lola.benitez@cplc.org'; 'clarence540@aol.com'; 'dbakerx@csd.pima.gov'; 'benmcabe@hotmail.com'; 'jobbank@nahj.org'; 'Mendina-Pellow, Regan Civ USAF ACC 355 FSS/FSFR'; 'romano.joe@jobcorps.org'; 'sharris@nul.org'; 'llarivee@goodwill-tucson.org'; 'Ideery@itt-tech.edu'; 'lrabago@ywcatuson.org'
Subject: (8) Job Openings
Attachments: IAE-m Short.docx; IDS Short.docx; ISS Short.doc; PT LAN Specialist.doc; Morning Executive Producer.doc; Part Time Weekend Editor.doc; PT Audio-Studio Prod Assist.doc; KVOA NATIONAL SALES MANAGER JOB POSTING.docx

Hello,

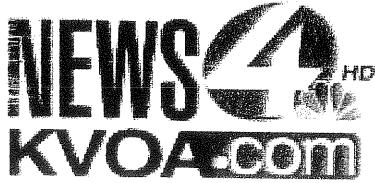
We currently have 3 job openings for the attached job descriptions:

Internet Account Executive-Medical (IAE-M)
Interactive Deals Salesperson (IDS)
Interactive Sales Specialist (ISS)
P.T. Local Ad Network Specialist (PT LAN)
Morning Executive Producer
P.T. Weekend Editor
P.T. Audio/Studio Production Assistant
National Sales Manager

Thank you,
Gabriella
Payroll Clerk

1/10/2012

Recruitment Sources	CONTACT	ENTITLED TO NOTIFICATION
E-Mail		
AWRT--Tucson Chapter katrina@adwiz.com		NO ✓
Brown Mackie College-- lisanchez@brownmackie.edu		NO ✓
Tucson Advertising Federation membership@aافتucson.org		NO ✓



KVOA COMMUNICATIONS INC.

Job Opening

**PART-TIME AUDIO/STUDIO
PRODUCTION ASSISTANT**

KVOA Communications Inc. is looking for a hard working, talented, energetic person to join our production department. Candidate must be a team player and work well with others. Responsibilities include but are not limited to operating studio cameras, floor directing, studio lighting, operating audio board, pre-production for newscasts, character generator and the overall maintenance of the studio. Candidate must be available to work a variety of different shifts (early mornings, days, weekends, night, and splits). Candidate must also be able to lift at least 25 lbs. Ideal position for a Media Arts Student.

Please send resume and references to:

KVOA COMMUNICATIONS INC.
DAVE KERRIGAN
PO Box 5188
Tucson AZ 85703
Dkerrigan@KVOA.com
520-792-2270

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MOTOR VEHICLE RECORD REQUIRED

Gabriella Trejo

From: Gabriella Trejo
Sent: Tuesday, January 10, 2012 1:59 PM
To: 'Katrina Noble'; 'Sanchez, Liliana'; 'membership@aaftucson.org'
Subject: (8) Job Openings
Attachments: IAE-m Short.docx; IDS Short.docx; ISS Short.doc; PT LAN Specialist.doc; Morning Executive Producer.doc; Part Time Weekend Editor.doc; PT Audio-Studio Prod Assist.doc; KVOA NATIONAL SALES MANAGER JOB POSTING.docx

Hello,

We currently have 3 job openings for the attached job descriptions:

Internet Account Executive-Medical (IAE-M)
Interactive Deals Salesperson (IDS)
Interactive Sales Specialist (ISS)
P.T. Local Ad Network Specialist (PT LAN)
Morning Executive Producer
P.T. Weekend Editor
P.T. Audio/Studio Production Assistant
National Sales Manager

Thank you,
Gabriella
Payroll Clerk

Mail		
D.E.S. Vocational Rehabilitation 400 W Congress #420 Tucson AZ 85701	Wonita Yodice Tel: 628-6810	YES ✓
Tetra Corporation PO Box 50544 Tucson AZ 85703	Mary Lespron Tel: 622-4874 ext 130	YES ✓
Tucson Black Chamber of Commerce P.O. Box 2385 Tucson AZ 85702-2385	Shirley Hockett	YES ✓
Community Outreach Prog for the Deaf & Blind 268 W Adams St Tucson AZ 85705	Jane Kiser-Schmidt	YES ✓
Tohono O'adham Nation PO Box 837 Sells AZ 85634	Freddie Lopez	YES ✓
KUAT Communications PO Box 210067 Tucson AZ 85721	Terri Sweet Tel: 520-621-5828	YES ✓
National Assoc. of Black Journalists University of Maryland 1100 Knight Hall, Suite 3100 College Park, MD 20742	Ryan Williams Tel: 301-405-0248	YES ✓
Scottsdale Community College 9000 East Chaparral Road Scottsdale, AZ 85253	Raymond Dixon Tel: 480-423-6523	YES ✓



KVOA COMMUNICATIONS INC.

Job Opening

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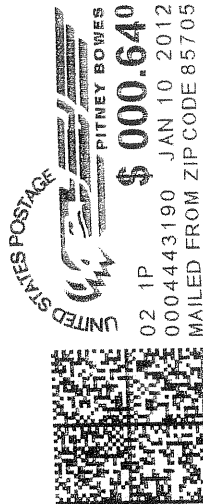
D.E.S. Vocational Rehabilitation
400 W. Congress #420
Tucson, AZ 85701



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kvoa.com

Tetra Corporation
P.O. Box 50544
Tucson, AZ 85703



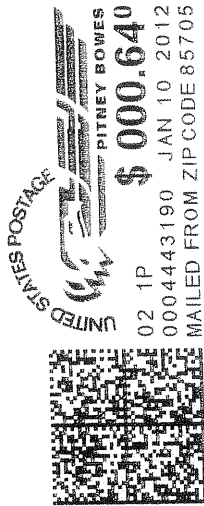


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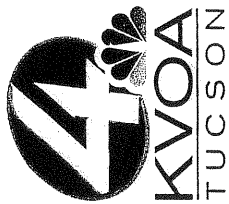
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Tucson Black Chamber of Commerce

P.O. Box 2385

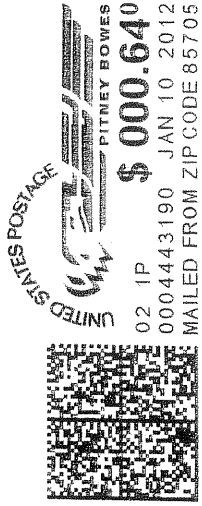
Tucson, AZ 85702-2385



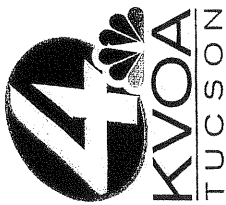
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kvoa.com



Community Outreach Program
for the Deaf & Blind
268 W. Adams St.
Tucson, AZ 85705

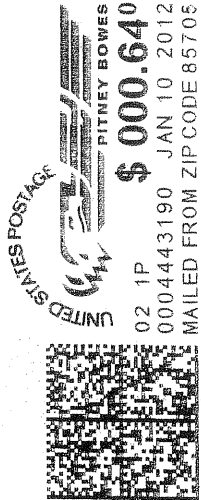


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Studios at 209 W. Elm, 85705-6538

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Tohono O'adham Nation
P.O. Box 837
Sells, AZ 85634



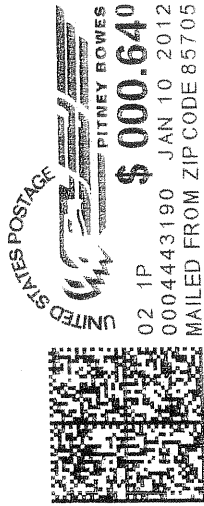


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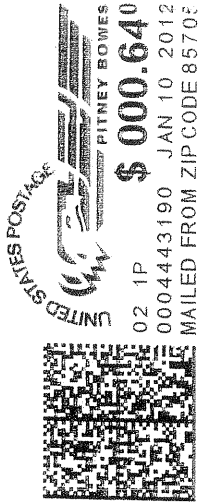
KUAT Communications
P.O. Box 210067
Tucson, AZ 85721



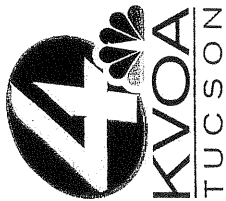


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National Assoc. of Black Journalists
1100 Knight Hall, Suite 3100
College Park, MD 20742



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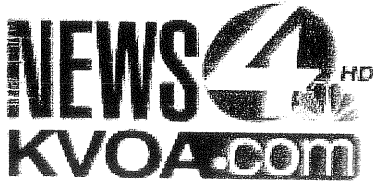
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Scottsdale Community College
9000 E. Chaparral Road
Scottsdale, AZ 85253

Mail		
Chicano/Hispanic Student Affairs Economics 23 PO Box 210023 Tucson AZ 85721	Leona R. Puente	NO ✓
LULAC PO Box 2443 Tucson AZ 85702	Richard Fimbres	NO ✓
Access Tucson 124 E Broadway Blvd Tucson AZ 85701	Sam Barron	NO ✓
Jackson Employment Center 400 E 26th St Tucson AZ 85713	Cheryl Bakari	NO ✓
KQTL 2955 E Broadway Blvd Tucson AZ 85716	Araceli Espinoza	NO ✓
Pascua Yaqui Tribe 7474 S. Camino de Oeste Tucson, Az 85746	Carmen Thomas HR Director	NO ✓
Emanuel Grace Church 1440 Camino del Sierra Tucson Az 85713	Minister Charles Watkins	NO ✓



KVOA COMMUNICATIONS INC.

Job Opening

**PART-TIME AUDIO/STUDIO
PRODUCTION ASSISTANT**

KVOA Communications Inc. is looking for a hard working, talented, energetic person to join our production department. Candidate must be a team player and work well with others. Responsibilities include but are not limited to operating studio cameras, floor directing, studio lighting, operating audio board, pre-production for newscasts, character generator and the overall maintenance of the studio. Candidate must be available to work a variety of different shifts (early mornings, days, weekends, night, and splits). Candidate must also be able to lift at least 25 lbs. Ideal position for a Media Arts Student.

Please send resume and references to:

KVOA COMMUNICATIONS INC.

DAVE KERRIGAN

PO Box 5188

Tucson AZ 85703

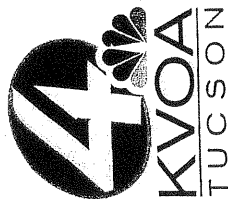
Dkerrigan@KVOA.com

520-792-2270

KVOA IS A EQUAL OPPORTUNITY EMPLOYER

PRE-EMPLOYMENT DRUG TESTING IS REQUIRED

MOTOR VEHICLE RECORD REQUIRED



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P.O. Box 210023
Tucson, AZ 85721

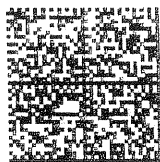




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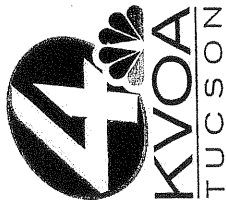
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LULAC
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Tucson, AZ 85702



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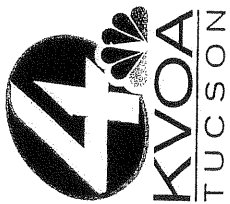
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Access Tucson
124 E. Broadway Blvd.
Tucson, AZ 85701



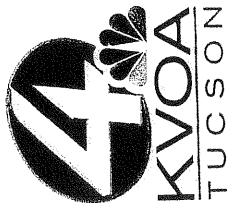


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Jackson Employment Center
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Tucson, AZ 85713





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KQTL
2955 E. Broadway Blvd.
Tucson, AZ 85716



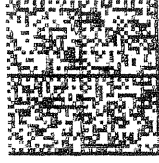
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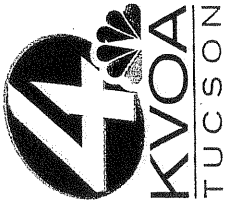
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7474 S. Camino De Oeste
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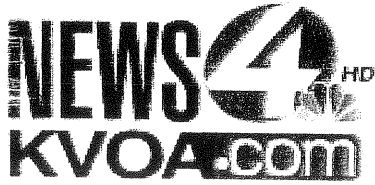
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Emmanuel Grace Church
1440 Camino Del Sierra
Tucson, AZ 85713





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